

VACANCY NOTICE

FOR OPPORTUNITIES IN RHODE ISLAND STATE GOVERNMENT

Description of Position	TITLE OF POSITION: <u>Staff Attorney III</u>	CLASSIFICATION CODE: <u>00584800</u>
	SALARY RANGE: <u>832A \$70,628 - \$80,063</u>	REFERENCE POSITION NO.: <u>2819-10000-024</u>
	Department or Agency Name <u>Off. Mental Health Advocate</u>	APPLICATION PERIOD: <u>9/6/2018 to 9/19/2018</u>
	Division/Section/Unit <u>Central Management</u>	GRACE PERIOD: <u>NA</u>
	Assignment(s) / Comments _____	
	Shift and Days: <u>Monday-Friday 8:30-4:30</u>	Job Location: <u>John O Pastore Center, Cranston, RI</u>
	Restrictions/Limitations: <u>None</u>	
	Position Covered By Collective Bargaining Union Agreement Yes _____ No <u>X</u> _____	
	Name of Bargaining Unit Union: <u>Non-union</u>	
	There is _____ is not <u>X</u> a Civil Service List for this position See A/B or Both for Specific Instructions	
* NOTE: If there is a list, only laterals (employees with the same title) or individuals certified by OPA may be appointed to this position.		
General Information to Candidate	INSTRUCTIONS:	
	A. STATE EMPLOYEE LATERAL BIDDER: Bids are now being accepted for the position(s) indicated. If you are currently in this classification and wish to bid, please complete fully the CS-14 Application Form; and RIEEO 378 Affirmative Action Card. Remember to include, either <u>on the application</u> or <u>within a cover letter</u> , both the File Position Title and Number.	
	Most Important - Please include the following information:	
	• The title of the position for which you are applying	• Name of department where you are currently employed
	• Title of your present position and date you entered it	• Your business telephone number
	• Date you entered State service	• Present Union Affiliations
	*** In certain agencies, bargaining union applicants will receive preferential consideration according to contract.	
	B. NON INCUMBENT/NON STATE EMPLOYEE APPLICANT:	
	If indicated above that <u>no civil service</u> list exists for this position, you need not be in the class of position, or be in State service to apply. All information requested on the application form must be furnished. The information you give will be used by the agency Personnel Office to determine your qualifications. If an item does not apply to you, or if there is no information to be given, write in the letters "N.A." for Not Applicable. If you fail to answer all the questions on the application form, you may delay consideration of your application.	
	C. AMERICANS WITH DISABILITIES ACT (ADA) PROVISIONS:	
• Reasonable Accommodations:		
If an applicant is unable to perform any essential job functions because of his/her disability but can achieve the required results by means of a REASONABLE ACCOMMODATION, then the individual shall not be considered unqualified for the position.		
• Medical Information:		
Any medical exams required for this position will be performed after a conditional offer of employment has been made in accordance with the Rules/Regulations of the Americans with Disabilities Act (ADA).		
Statement of Duties	DUTIES / RESPONSIBILITIES:	
	Initiate and assist OMHA's civil litigation, draft, review and follow legislation through state legislature; Advocate for resolution of disputes involving treatment rights, quality of life matters, including housing, public benefits and the Americans with Disabilities Act. Develop knowledge of and monitor all aspects of both adult and children's mental health systems. Regularly visit clients in mental health facilities and regularly appear at Civil Court Certification proceedings on behalf of mental health patients. Any other duties assigned by the Director.	
Minimum Education & Experience	EDUCATION / EXPERIENCE / SPECIAL REQUIREMENTS:	
	(A class specification describing the duties of the position and the minimum qualifications will be furnished upon request.)	
	Education/Experience: JD degree; Experience: practice before both the RI District and Superior Courts in assisting individuals with mental health or other disabilities; experience in the practice of criminal law. Minimum of 3 years' experience preferred.	
	Special Requirements for Appointment: This position requires that the applicant be a member in good standing with the RI Bar Association and that the applicant maintain such membership as a condition of employment. Applicant is also required to be a licensed attorney with RI Supreme Court in good standing and is required to maintain such license as a condition of employment.	
Where to Apply	Apply within the application period as shown on this announcement. NOTE: Some State union contracts allow a 3 day grace period for receipt of CS-14 application or bid. This Office does not assume responsibility for applications sent through the mail. SEND RESUME or CS-14 Application to:	
	Marianna Almeida, Office Manager	Telephone #: <u>(401) 462-2004</u>
	Office of Mental Health Advocate	Fax #: <u>(401) 462-2008</u>
	John O. Pastore Center	TTY/TDD #: <u>(401) 462-6018</u>
	57 Howard Ave., 4th fl., Cranston, Ri 02920	(Telecommunication Device for the Deaf)

